



Call to Order: President Cagle called the meeting to order at 6:30 PM.

Commissioners Present: Debbie Gallagher, Jason Heisler, Karen Johnson, Sarah Michehl, Cathy Cagle

Commissioners Absent: Eric Anderson

Legal Counsel: Megan Mack, Ancel, Glink, Diamond, Bush, DiCianni and Kraffthefer, P.C.

Staff: Jason Herbster, Executive Director, Erik Jakubowski, Superintendent of Park Services, Amy Olson, Manager of Park Planning and Development, Tina Becke, Superintendent of Business Services, Kurt Reckamp, Superintendent of Recreation Programs and Facility Services, Anne Sandor, Recording Secretary, Chief John Longo, Sgt. Gary Svejcar, Sgt. Colleen Galvicius, Community Service Officer Joshua Stege, Officers John O'Hara, Michael Borchers, Danny Rains and Kirk Kiermas

Citizens: None

Pledge of Allegiance: The Pledge of Allegiance was recited.

Approval of Agenda: Commissioner Gallagher moved to approve the agenda, as presented. Seconded by Commissioner Matthias. All were in favor.

Public Hearing: A public hearing concerning the adoption of a Combined Annual Budget and Appropriation Ordinance 21.22.20, an Ordinance adopting a combined annual budget and appropriating such sums of money as may be deemed necessary to defray all necessary expenses and liabilities of the Crystal Lake Park District, Crystal Lake, Illinois, for the fiscal year beginning May 1, 2022 and ending April 30, 2023 and specifying the objects and purpose for which such appropriations are made and the amount appropriated for each object or purpose.

Commissioner Gallagher moved to open the public hearing a 6:32pm.

Seconded by Commissioner Johnson. All were in favor.

Public Comment: There was no public comment.

Commissioner Gallagher moved to close the public hearing at 6:33pm.

Seconded by Commissioners Matthias. All were in favor.

#### Consent Agenda

- A. Approval: The Voucher Expenses for the month ending, March 31, 2022, in the amount of \$448,268.49.
- B. Approval: The Interim Voucher Expenses for the month ending April 30, 2022, in the amount of \$280,373.07.
- C. Accept: The Treasurer's Report for the month ending, March 31, 2022, in the amount of \$11,636,957.17.
- D. Approval: Budget Meeting Minutes March 10, 2022
- E. Approval: Regular Meeting Minutes March 17, 2022
- F. Approval: Helping Paws Panting for Paws Festival 5K/10K request
- G. Approval: Young at Heart Senior Pet Adoption Event Fundraise Request
- H. Approval: Brian Meyers Legislative Committee Request
- I. Approval: Voices in Harmony Request

- J. Approval: Stages of Transformation Fundraiser Request
- K. Approval: Crystal Lake Service League Fundraiser Request

Commissioner Gallagher moved to approve the Consent Agenda items, as presented.  
Seconded by Commissioner Matthias.

Roll Call: Ayes: 7 (Gallagher, Heisler, Johnson, Matthias, Michehl, Cagle) Nays: 0

Matters from the Public: None.

Swearing in Officers: Officers Michael Borchers and Community Service Officer Joshua Stege were sworn in by Commissioner Cagle

Hitchcock and Design Presentation –Comprehensive Master Plan

Steve Konters and Doug Fair gave the Park Board an update on the progress made on the Comprehensive Master planning. A power point presentation with explanation on phases of the planning process is attached. A nineteen question/five minute community survey will be available on the Park District website for four weeks in May. The survey will be available in English and Spanish. A workshop with the Park Board will be held in May. The community workshop date is to be determined.

Committee Reports: Finance Committee Meeting 03-10-22

Commissioner Gallagher reported a presentation was given by Speer Financial regarding Debt Issuance, rearrangement of the bond issuance and the financial plan to be able to pay less interest and be able to fill the debt service with one roll-over bond issuance rather than two issuances.

Unfinished Business: None.

Business Items:

- A. Approval: Ordinance 21.22.20, a Combined Annual Budget and Appropriation Ordinance for the fiscal year ending April 30, 2023.

Commissioner Gallagher moved to approve Ordinance 21.22.20, an ordinance adopting a combined annual budget and appropriating such sums of money as may be deemed necessary to defray all necessary expenses and liabilities of the Crystal Lake Park District, Crystal Lake, IL, for the Fiscal Year beginning May 1, 2022 and ending April 30, 2023, and specifying the objects and purposed for which such appropriations are made, and the amount appropriated for each object or purpose.

Seconded by Commissioner Matthias.

Roll Call: Ayes 6 (Gallagher, Heisler, Johnson, Matthias, Michehl, Cagle) Nays: 0

- B. Approval: Resolution 21.22.08 Annual Aquatics Fund Transfer

Commissioner Gallagher moved to authorize the Superintendent of Business Services to transfer a sum, not to exceed \$100,000, to zero out the negative cash balance in the Aquatics Fund, at fiscal year-end.

Seconded by Commissioner Michehl.

Roll Call: Ayes: 6 (Heisler, Johnson, Matthias, Michehl, Gallagher, Cagle) Nays: 0

Discussion Items:

A. Referendum Question

The Board reviewed a proposed timeline and a general information flyer for the referendum question for the June 28, 2022 General Primary Election. All the information has been reviewed and approved by legal counsel.

B. Board Evaluation Training

Commissioner Cagle reported the Illinois Association of Park Districts is offering a Board of Commissioners Self Evaluation training and educational session. The session will be held in a closed session meeting with an IAPD representative. The Board agreed to schedule a date for the training session.

Reports to the Board:

Executive Director, Jason Herbster

- Herbster thanked the Board and staff for covering for him while he was out of the office.

Superintendent of Business Services, Tina Becke

- Economic Interest is due on May 1, 2022.
- There have been 56 new hires since January 2022.
- The purchasing card rebate has increased from last year.

Manager of Development and Planning, Amy Olson

- Excited about receiving the grant for the Nature Center. The remodel is going well.
- The Veteran Acres and Lippold Park resurfacing projects have begun
- The playground equipment for Lippold, Woodland Estates Park and Veteran Acres Park has arrived. The install should begin the end of May/early June.
- Memorial request have increased. The swing bench delivery has been delayed
- Planning on a planting event with the Rotary Club volunteers at the Nature Center on April 30

Superintendent of Recreation Programs and Facility Services, Kurt Reckamp

- Summer hiring is going well. The beaches are fully staffed
- Online registration for summer programs will be available on May 2. The guide will be mailed to residents that week. The summer guide has 97 pages. This is an increase of 25 pages from last year's summer guide.

Superintendent of Park Services, Erik Jakubowski

- The lake milfoil application bid will be out on Monday
- Staff is preparing for spring

Matters from the Board:

The Board commended Superintendent Reckamp and thanked staff for the work done during Executive Director Herbster's absence.

Commissioner Cathy Cagle

- Attended the IAPD Leadership meeting in person. Virtual meetings are offered.
- Requested a gardening program for the Community Garden plot holders
- Suggested providing as much as possible for the single-parent families. Offer an affordable scholarship program.

- Business cards were distributed to the Commissioners. Cagle suggested the board participate in the 100 cups of coffee program.
- Attended a Conservation District meeting and commented on the speaker and the study trends for the 50 years were very interesting.

Commissioner Karen Johnson

- Volunteered at the Earth Day races. The course was great!

Commissioner Debbie Gallagher

- Attended the Gem luncheon. Ann Viger was recognized for her work in the community.
- The Park Initiative Foundations planning for the Regatta. Thanked Executive Director Herbster and Superintendent Reckamp for their assistance.
- Requested a goals meeting for the Executive Director.

Committee Meeting Dates: A date for a Planning, Buildings and Grounds Committee meeting will be emailed to the Park Board and staff.

Executive Session:

Commissioner Gallagher moved to enter Executive Session to discuss item B. Personnel 2 (c) 1 at 8:04 pm.

Seconded by Commissioner Matthias

Roll Call: Ayes: 6 (Gallagher, Heisler, Johnson, Matthias, Michehl, Cagle) Nays: 0

Reconvene:

Commissioner Gallagher moved to reconvene at 8:39 pm.

Seconded by Commissioner Matthias

All were in favor.

Action from Matters from Executive Session: None

Adjourn:

Commissioner Matthias moved to adjourn the meeting at 8:40 pm.

Seconded by Commissioner Gallagher.

All were in favor.

Approve: \_\_\_\_\_  
President

Attest: \_\_\_\_\_  
Secretary